



CITY OF SAN BRUNO

Community Services Department

MINUTES

Parks and Recreation Commission

February 19, 2020

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:32 p.m. Commissioners Present: Chair Palmer, Greenberg, Koshafa, Melendrez, Nigel, Zamattia, and Zastrow. Commissioners Excused: Vice Chair Gonzales and Martinucci. Staff Present: Brewer, Magrini, and Venezia.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Melendrez led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** MSC Melendrez/Zastrow.
4. **APPROVAL OF MINUTES:** Minutes from January 15, 2020 were accepted 6-0-2. One abstention.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
7. **UNFINISHED BUSINESS:**
 - a. Review and Approve Parks and Recreation Commission Handbook – **MSC Greenberg/Nigel.**
8. **NEW BUSINESS:** None.
9. **ITEMS FROM COMMISSIONERS:**
 - a. Receive and Vote on Nomination for 2020 Community Recognition Award – **Commissioner Greenberg** stated that there were three nominations. Presentation will be at the April meeting. **MSC Greenberg/Zamattia.**
 - b. Receive Adopt A Park Update – **Chair Palmer** stated how impressed he is at the appearance of the fields. **Commissioner Nigel** thanked staff for the park slide shows.
 - c. Receive Commissioner Update on Park Visits – **Commissioner Greenberg** suggested this would be a standing agenda item. She visited two parks, Herman and Bayshore Circle. **Chair Palmer** stated he has done several visits in the last month and offered to walk the parks with commissioners. **Commissioner Greenberg** asked about the Commodore Dog Park Project funding. **Director Magrini** stated that this project was defunded.
10. **ITEMS FROM STAFF:**
 - a. Receive Update on Community Day in the Park – **Director Magrini** spoke about the new sponsorship trifold, logo, and signage. If any commissioners have

recommendations for groups that we should reach out to or feedback, please email her. A \$20,000 grant was received from the San Bruno Community Foundation for the event. **Commissioner Nigel** stated he will add the information to the Bicycle and Pedestrian Advisory Board agenda. He thanked Superintendent Brewer and staff for all of their work on Community Day.

- b. Receive Presentation of Upcoming Special Events – **Director Magrini** announced events at the Library – Coffee and the Cosmos Series on February 29th, two computer skills programs on March 14th, and Sterling the Bubblesmith on March 16th. Part time applications are being accepted at the Recreation Department for summer employment.
- c. Receive Oral Update on Florida Avenue Park – **Director Magrini** stated this item will go to City Council in March. The Norfolk Island Pine tree was removed November 2019. Landscape architects are working on the new location of the coast live oak, design, estimated costs, and the timeline for finishing the plans, going out to bid, and construction. A Prop 68 grant was applied for. Award of the grant will happen in early spring. **Superintendent Brewer** applied for the grant and explained the process.

11. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:09 p.m.